STATE OF CALIFORNIA • DEPARTMENT OF TRANSPORTATION

TRAVEL EXPENSE CLAIM

FA-0302 (REV 2/2005) Front CT #7541-0620-9

Page	of	

PEDSONAL	INFORMATIO	IN NOTICE

Pursuant to the Federal Privacy Act (P.L. 93-579) and the Information Practices Act of 1970 (Civil Code Sections 1798, et acq.), notice is hereby given for the request of personal information by this form. The requested personal information is voluntary. The principle purpose of the voluntary information is to facilitate the processing of this form. The failure to provide all or any part of the requested information may delay processing of this form. No disclosure of personal information will be made unless permissible under Article 6, Section 1798.24 of the IPA of 1977. Each individual has the right upon request and proper identification, to inspect all personal information in any record maintained on the individual by an identifying particular. Direct any inquiries on information maintenance to your IPA Officer.

See I	structions	On Reverse Side	9															
CLAIM	ANT'S NAM	E (First, Mi, Last	t)						CAL	TRANS EN	MPLOYEE ID	NUM	BER	C	ONTACT	PHONE #	NUMBER	
Cal T. Rans										999999 (916) 123-4567								
POSITION TITLE B.U./M.D.							NUN	NUMERIC DIST/UNIT (For Check to Be Sent) ALTERNATE PHON							NUMBER	1		
Trans	portation	Engineer	-			9			59/	501				(9	16) 234	1-5678		11 - 2 - 2
CLAIM	ANT'S HOM	E ADDRESS							HEA	DQUARTE	RS ADDRE	SS					N	M.S.
111 I	Broadway								182	0 Alhan	nbra Blvd						2	25
CITY	- 1162		S	TATE			ZIP CO	DE	CITY	1					STATE	į.	ZIP COD	E
Sacra	mento	-	C	A		91234-5678			Sac	Sacramento					CA		91234-5678	
(1) MOI	TH/YEAR					(4)	(5)	MEALS		(6)	(7)		SPORT			400	(8)	(9)
(2)	ry 2005	200000	CATION Expenses				BREAK-		O.T., L/T. OR	INCIDEN-	(A) COST OF	(B) TYPE	CAR	C) FARE	PRIVA	(D) TE CAR USE	BUSINESS	
DATE	TIME		Incurred		LC	DDGING	FAST	LUNCH	DINNER	TALS	TRANS.	USED	PAR	LLS, KING	MILES	AMOUNT	(Box 18)	
10	0600	Los Angeles - Sa	acramen	to	à	84.00	5.66	10.00	17.12	2		PC			475	161.50)	. 278.28
11		Sacramento				84.00	6.00	8.77	16.56	5.50								120.83
12		Sacramento				84.00	6.00	7.74	18.00	6.00						A		121.74
13	1900	Sacramento - Lo	os Angel	es			5.48	10.00	15.85	3.00								34.33
												_						v .
·			7.															
(10) SUBTOTALS				252.00	23.14	36.51	67.53	14.50					475	161.50		555.18		
(11) PU Reloc	RPOSE OF TO	RIP, REMARKS AND Sacramento, 4	days o	s (Attac of rel	h receip OCATIO	n per	ers when rediem, c	quired) one way	mileag	ge only t	o new HQ)	//#	С	LAIM T	OTAL	\$	555.18
(12) NORMAL WORK HOURS SOURCE		URCE	CHO	un .		2				AGCY.	0.0000000			E1140				
** _**. **	7:00-	4:00	CODE	DIST	UNIT	DIST	EXP. AUTH	. SUB.	JOB	SPECIAL DI	ESIGNATION	FA	OBJ.		AMOUNT		FY I	MSA CODE
(13) W	ORK SCHEDU		1987	59	501	59	912076					7	022		\$555.18	3	05	
	9/80 Fr	iday B	Ne															
(14) PR	VATE VEHIC	LE LICENSE#		4	8		-		9				G 993		- 37		- 3	
	4IAN	A123											0	-				. 0
(15) MI	EAGE RATE	CLAIMED	i i		i						-53:				3:			
	0.3	34	7. 1															
1	f a privately	CERTIFY that the a owned vehicle was that I have met the	as used,	and if	mileage	e rates	exceed the	minimum	rate, I c	ertify that	the cost of o	peratir	g the ve	hicle w	as equal	to or great	er than the	
		SIGNATURE	roquii	3.110111	J GG PI	3001100	C Dy OMM	20010113		1, 5, 52, 0	. 00, 010 07	port			- 521519		DAT	E.,.
, , - , - ,	Cal	T. R	Ann														7.45.465600	7/05
(17) SI	SNATURE	OF OFFICER APP	ROVING	G TRA	VEL A	ND PAY	MENT				71	PRINT	NAME				DATI	
	Box	T- K	Con	2				e EVOET	DINO SO	06.00		Bo	SS NAME	T.	Ro	475	01/1	17/05
(10) 31	SINA I URE /	- THE OF AC	THORI	1170	N 000	114E99	EVLENSE	3 EAUEE	DING \$2	.5.00		- KIN I	HAME				DATI	